

The Global Standard of Achievement for Information Systems Audit, Control and Security Professionals.

# CISA<sup>®</sup>

## Certified Information Systems Auditor

Presented by **Michael Matthew**

This five-day training program provides an intense environment in which participants can acquire, thoroughly and properly, the skills and knowledge expected of a world-class information systems audit, control and security professional. In the process the course provides outstanding preparation for the CISA exam.

**CISA<sup>®</sup>**  
**Certified Information Systems Auditor**

**Enhanced CITREP Endorsed**

Terms & Conditions apply

*CISA wins the Best Professional Certification Program in 2009*

*- SC Magazine*

**Singapore**  
**15-19 November 2010**



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# CISA<sup>®</sup>

## Certified Information Systems Auditor

### BACKGROUND

Since 1978, the ISACA<sup>®</sup> Certified Information Systems Auditor (CISA) program, has been the globally accepted standard of achievement among information systems (IS) audit, control and security professionals. The technical skills and practices that CISA promotes and evaluates are the building blocks of success in the field. Possessing the CISA designation demonstrates proficiency and is the basis for measurement in the profession. The CISA certification together with the related CISM certification has recently been accredited by ANSI, the American National Standards Institute, under ISO/IEC 17024:2003, General Requirements for Bodies Operating Certification Systems of Persons.

### COURSE DESCRIPTION

This special 5-day training program provides an intense environment in which participants can acquire, thoroughly and properly, the skills and knowledge expected of a world-class information systems audit, control and security professional. In the process the course provides outstanding preparation for the CISA exam.

But whether or not you intend to immediately sit for the CISA exam, this course is a powerful way to equip yourself with the knowledge of the five core competencies that define the successful information systems auditor.

### COURSE OBJECTIVES

This course has been independently commissioned with three objectives:

1. To provide an in-depth understanding of the tasks and knowledge expected of a world class information systems auditor.
2. To provide candidates with a clear understanding of the CISA examination and certification processes.
3. To maximise your prospects at the CISA exam if you choose to sit it.

### WHAT YOU WILL RECEIVE

- Official CISA Review Manual
- Official CISA Review Questions, Answers & Explanations Manual
- Email support after the course (up to two hours per participant)

[www.pdatrain.com.sg](http://www.pdatrain.com.sg)

**Exam Closing Date:**  
Refer to our website for current dates  
**For Exam Held on:**  
Refer to our website for current dates

### WHO SHOULD ATTEND

The CISA designation is for Information Systems Audit professionals who have 5 years of front-line experience with the audit of information systems.

### COURSE STRUCTURE

This 5-day course is structured to follow the CISA content areas and provide students with simulated examination practice. The course covers each of the core competencies and associated tasks and knowledge statements, thereby ensuring a detailed and thorough coverage of all areas that will be tested. The fundamental thrust of examination is on understanding the concepts, not on memorising facts. As a result, the course will be presented in an interactive manner to ensure the underlying concepts are understood and examination questions can be analysed properly to achieve the correct answer.

### IN HOUSE TRAINING

This course is available for in-house presentation if you have a group of people who need training in CISA. For more details please contact [learn@pdatrain.com.sg](mailto:learn@pdatrain.com.sg)

### CISA EXAM

The CISA exam is set, administered and marked by ISACA, the Information Systems Audit and Control Association<sup>®</sup> ([www.isaca.org](http://www.isaca.org)). The exam is held twice per year in June and December and exam registrations close around 2 months prior. If booking directly with ISACA you must register before the Exam Closing Date. ISACA does not accept late registrations under any circumstances.

## 1 Achieving CISA Certification

- Certification Prerequisites
- Examination Information
- Applying for Certification
- Maintaining Certification

## 2 IS Audit Process

### Introduction:

- Objective
- Tasks

### Topics:

- Developing an IS Audit Strategy
- Planning Audits
- Conducting Audits
- Communicating Risks and results
- Providing Independent Advice

*Practice Questions; Review of Practice Questions;  
Reference Materials and Glossary*

## 3 IT Governance

### Introduction:

- Objective
- Tasks

### Topics:

- Evaluating IT Governance
- Evaluating IT Organisational Structures
- Evaluating IT Strategy
- Evaluating Policies, Standards and Procedures
- Evaluating Management Practices for compliance
- Evaluating IT Resource Investments
- Evaluating IT Contracting Strategies, Policies and Practices
- Evaluating Risk Management Practices
- Evaluating Monitoring and Assurance Practices

*Practice Questions; Review of Practice Questions;  
Reference Materials and Glossary*

## 4 Systems and Infrastructure Lifecycle

### Introduction:

- Objective
- Tasks

### Topics:

- Evaluating Business Case
- Evaluating Project Management and Project Governance
- Performing Project Reviews
- Conducting Control Evaluations
- Evaluating Systems Development, Acquisition and Testing
- Evaluating Business Readiness
- Performing Post-Implementation Reviews
- Performing On-going Reviews
- Evaluating Systems and Infrastructure Maintenance

- Evaluating Disposal Processes

*Practice Questions; Review of Practice Questions;  
Reference Materials and Glossary*

## 5 IT Service Delivery

### Introduction:

- Objective
- Tasks

### Topics:

- Evaluating Service Level Management
- Evaluating Operations Management
- Evaluating Data Administration Practices
- Evaluating Capacity and Performance Management
- Evaluating Change, Configuration and Release Management
- Evaluating Problem and Incident Management
- Evaluating IT Infrastructure

*Practice Questions; Review of Practice Questions;  
Reference Materials and Glossary*

## 6 Protection of Information Assets

### Introduction:

- Objective
- Tasks

### Topics:

- Evaluating Logical Access Control
- Evaluating Network Infrastructure Security
- Evaluating Environmental Security
- Evaluating Physical Security
- Evaluating Controls over Confidential Assets

*Practice Questions; Review of Practice Questions;  
Reference Materials and Glossary*

## 7 Continuity and Disaster Recovery

### Introduction:

- Objective
- Tasks

### Topics:

- Evaluating Back-up and Restore Practices
- Evaluating Disaster Recovery Planning
- Evaluating Business Continuity Planning

*Practice Questions; Review of Practice Questions;  
Reference Materials and Glossary*

## 8 Examination Administration and Techniques

### Topics:

- Examination Administration
- Examination Techniques
- Frequently Asked Questions

# Instructor Michael Matthew

## Information Technology Security Specialist

Michael Matthew is extremely qualified in the area of IT and Audit having worked as both a finance (accounting) and IT professional for most of his career including in roles of Chief Information Officer and Finance Director. His area of speciality also includes all areas of risk management - especially IT risk management.

Formerly a partner with Arthur Andersen, one of the original 'Big 4' accounting firms where he was responsible for their Risk Management practice in Sydney, Michael now is Director of his own business-consulting practice providing outsourced finance department services to a range of companies.

Michael specialises in running facilitation sessions for companies in terms of planning (IS and other) and helping resolve problems, particularly with projects that have 'run off the rails'. In addition, he conducts a range of management training programs. Current and recent clients include Macquarie University, National Insurance Brokers Association (NIBA), Premier Media Group (Fox Sports), News Limited, IAG (major insurance company), Australian Rugby League Foundation, Fox Studios, Westpac, NAB and KPMG. One of his major clients since leaving Arthur Andersen was the IT

Advisory (includes IT Audit and security) practice of KPMG where he operated as a 'skills coach' for Australia and New Zealand for over 9 years. He still skills coaches for a number of other professional services firms, internal audit departments and IT departments.

In terms of academic qualifications, Michael is a visiting lecturer in Information Systems for a number of Masters Courses at Macquarie University's and is one of the University's highest rated lecturers. He is also the Manager, Online Programs Graduate Studies Office (GSO) in the Faculty of Business and Economics at Macquarie University responsible for GSO's online offerings. Michael is also a visiting lecturer teaching in Information Systems in Business and IT Audit, Security and Control.

Finally - just to complete the picture - Michael also lectures in the 'History of Australian Sport' in a Masters program at the International College of Management.

Michael is described as an 'interesting' and entertaining speaker who has won numerous best paper awards. At Arthur Andersen he was the highest rated instructor (worldwide) in his area of speciality. He 'lives' by the creed

### HOW TO REGISTER

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From any other country **65 6227 2885**
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Any queries please call Customer Service  
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### COURSE DETAILS

**FEES:** (per delegate) **\$**

CISA™ Certified Information Systems Auditor	Course	Exam
Standard Fee	<b>3480 + GST</b>	<b>765 + GST</b>
ISACA Members*	<b>3105 + GST</b>	<b>585 + GST</b>

**NOTE**

- To claim these reduced fees you must quote your ISACA membership number on the enrolment form. If you are currently not an ISACA member and wish to become one, please refer to the ISACA Singapore Chapter [www.isaca.org.sg](http://www.isaca.org.sg)
- The deadline for registration for the December 2009 CISM exam is 23 September 2009. If you wish to register for the exam via PDA then your registration MUST be received by PDA by 15 September 2009. Thereafter you must register direct with ISACA Head Office. Please note that ISACA WILL NOT accept late registrations under any circumstances.
- Payment MUST accompany exam registration unless other arrangements have been made.
- The CISA exam is held twice per year in June and December. It is possible to enrol in just the course and not the exam, or to undertake the exam at a later date. There is no formal closing date for course registration. However, class size is limited so early enrolment is recommended.

**COURSE INFORMATION:** The course is held from 9.00am to 5.00pm with registration from 8.30am on the first day. Upon enrolment you will be sent a confirmation letter giving full details.

**TERMS:** The course is of limited class size. To ensure admission, fees must be paid in advance or else an official Purchase Order Number must be supplied. Fees include tuition, lunch, coffee breaks and all course materials. An invoice will be forwarded to you upon receipt of enrolment.

**CANCELLATIONS:** Cancellations of the course fee will be accepted up to 10 working days before the course. After that time no refunds can be given but substitutions can be sent at any time. Cancellations of the examination are not refundable as per ISACA rules.

**CITREP:** The Enhanced CITREP supports up to 80% of the course and/or exam fees, capped at \$3000 (course and exam) / \$500 (exam only) per trainee. CITREP is a training incentive programme to equip Singapore infocomm professionals with critical and emerging skills, thus enabling them to enhance their employability and to improve their organisations' competitive advantage. The Enhanced CITREP is applicable for courses and certifications commencing between 1 April 2009 and 31 March 2011. Organisations who sponsor their employees for training can benefit from "Absentee Payroll" support. Terms and conditions apply. Please visit [www.ida.gov.sg/citrep](http://www.ida.gov.sg/citrep) for more information or email PDA at [learn@pdatrain.com.sg](mailto:learn@pdatrain.com.sg).

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